

## MINUTES OF THE HINGHAM SCHOOL COMMITTEE

October 7, 2019

School Department Conference Room, 220 Central Street, Hingham, MA 02043

### **1. Call to Order**

Prior to the Call to Order, Carlos Da Silva asked for a moment of silence in memory of long time Hingham Middle School Administrative Assistant, Lucie Ward, who passed away suddenly last week

The meeting was called to order by Carlos Da Silva at 7:02 PM.

Members Present: Nes Correnti, Carlos Da Silva, Libby Lewiecki, Kerry Ni, and Ed Schreier.

Central Office Present: Paul Austin, Suzanne Vinnes, and John Ferris.

Visitors Present: Derek Smith, Casey Giordani, Rob Ramsey, Alison Janulewicz, George Danis, June MK Gustafson, Emma Quilty, Margaret Curran, Amy Corriveau, Beth Lalli, Erin Cook, Heather Sullivan, Melissa Goldman, Jennifer Way, Elizabeth Klein, Kim Canney, and David Riordan.

### **2. Approval of Minutes**

2.1. On a motion by Kerry NI and seconded by Libby Lewiecki,

It was

Voted: To approve the minutes of the School Committee meeting held on September 22, 2019.

2.2. On a motion by Kerry NI and seconded by Nes Correnti,

It was

Voted: To approve the minutes of the School Committee with the Unity Meeting held on September 22, 2019.

2.3. On a motion by Kerry NI and seconded by Libby Lewiecki,

It was

Voted: To approve the minutes of the School Committee meeting held on September 23, 2019.

2.4. On a motion by Kerry NI and seconded by Nes Correnti,

It was

Voted: To approve the minutes of the School Committee Training Session held on September 30, 2019.

### **3. Questions and Comments** None

#### **4. Superintendent's Report**

- Enrollment - Paul Austin updated the Committee on enrollment for the 2019-2020 School year. The October 1, 2019 enrollment is the official number reported to the DESE. The overall number for K to 4194 which is 13 more than last year.
- MCAS results were received in the district today and reports will be sent to parents this week. Congratulations to Foster School for being a "School of Recognition" for high achievement and high growth. A full report and analysis will be prepared for distribution in November.
- Secondary Class Sizes of 25 or More, 2019-2020 are included in your packet. This information is useful for budget planning. Of note is the percentage on the bottom of the pages showing trends. It was noted that in 2017 HHS had 19.3% of classes over 25, which decreased to 5.8% last year. HHS currently has 9.4% of classes over 25.
- Update on Superintendent Goals and New Superintendent Induction Program: Paul Austin is making progress on the five goals that the School Committee approved. He has starting adding evidence to the document which he will color code by month and present to the School Committee in advance of his evaluation. He has met with Maureen LaCroix, his NSIP mentor, once in July, once in August, twice in September and once in October. He has conducted dozens of interviews. He had his first meeting of the Superintendent – Student leadership Council at HHS. He is looking for more opportunities to talk to students. There are two coffees coming up with the public. They are designed to get feedback as well. He feels he is making great strides.

#### **5. Communications**

5.1 Communications Received by the Superintendent: None

5.2 Student Communications: Emma Quilty presented on behalf of Hingham High School Student Council. Student Council and clubs are fundraising for the Allison Clarke Memorial Scholarship Fund. They have \$1100 and their goal is \$10,000. The Red Cross club had a well-attended blood drive on October 2, 2019. The mentor program had a Freshman Trivia night which was to promote an inclusive school environment. The Kindness Club paired up with Foster School children to decorate lunch bags and create a smile on the kids' faces. The soccer program hosted a double header this past Friday to benefit Maddie's Promise, a nonprofit organization that supports pediatric cancer research. It was a very successful night for both boys and girls soccer and they raised over \$50,000 for Maddie's Promise. The Athletic Department started an app called Big Red that gives points for events attended. There will be a prize for the person with the most points. Get points by checking in with your phone. The Dance Team won Slash the Trash last week, continuing their winning streak. Homecoming is this Friday and Saturday with many sports contests. Paul Austin commented that the Big Red program is not just for Athletics but for all High School events, like shows and concerts.

5.3 Other Communications: None

#### **6. Unfinished Business**

6.1 The Committee heard a proposed revision of HPS Policy 3.7.4 Order of Business and Agenda. Kerry Ni explained that this was the second reading.

On a motion by Kerry Ni and seconded by Libby Lewiecki,

It was

Voted: To approve the revision of HPS Policy 3.7.4 Order of Business and Agenda

6.2 The Committee heard a proposed revision of HPS Policy 3.7.5 Public Involvement. Kerry Ni explained that this was the second reading and that the Committee might want to consider further revisions to reflect that workshop meetings do not need to be televised. Ed Schreier requested that the revision be tabled until a meeting in which all seven members of the School Committee are present. The item was tabled for now.

6.3 The Committee heard a proposed revision to HPS Policy 6.3a Homeless Students. Kerry Ni explained that this was the second reading.

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To approve the proposed revision of HPS Policy 6.3a Homeless Students.

6.4 The Committee heard a proposed revision to HPS Policy 6.3b Children in Foster Care. Kerry Ni explained that this was the second reading.

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To approve the proposed revision of HPS Policy 6.3b Children in Foster Care.

6.5 The Committee heard a proposed revision of HPS Policy 6.8, Athletic Participation Restrictions. Kerry Ni explained that this was the second reading.

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To approve the proposed revision of HPS Policy 6.8, Athletic Participation Restrictions.

## **7. New Business**

7.1 The Committee heard the Hingham Middle School Improvement Plan for 2019-2020 and an update of the 2018-2019 plan progress. Principal Derek Smith remarked that Hingham Middle School has suffered more than its fair share of loss this school year. He thanked his teachers and staff for all their support and for their attendance this evening.

Goals for the 2018-2019 School Improvement Plan included:

1. Prove students with the tools and supports needed to grow into compassionate, caring, resilient learners, capable of taking care of themselves and others. this goal ties into the Social emotional learning initiatives at HMS. The team explored scheduling change to provide for more flex time. They talked to other districts and will pilot a new schedule that includes a flex block twice a week for the second half of this year. There have been a series of presentations about character traits – Grade 6 had a compassion session where they asked kids to understand others’ suffering. They had a fund raiser to raise money for those less fortunate at HMS and raised thousands of dollars that went to buy gift cards that the guidance counselors would give to families in need. Also had a school inclusion week and “start with Hello” week inspired by the tragic events of Sandy Hook School.

2. Expand science, technology, and computer science experiences and opportunities for students in and out of the classroom. The council hopes to get a Computer Science class started at HMS. They expanded STEM to grades 7 and 8 this year. They are assessing 1-1 computer initiative – sending out a parent survey. Parents provided positive feedback about buying used Chromebooks after grade 8. Repair time for Chromebooks continues to be an issue. Expanded after school technology opportunities include Coding Club, Lego Robotics, Future Cities and Green Team.
3. Assist students in making healthy choices and developing positive personal habits for now and the future. The school conducted a Youth Risk Behavior Survey with grade 7 students. Looks at trends of choices kids make. Also, the Screening, Brief Intervention, and Referral to Treatment (SBIRT) anonymous survey was given to help nurses assess what topics should be addressed with the student. New health topics for health classes include up-to-date information about healthy choices in relationships and how we care for each other. Office Ramsay teaches DARE that teaches healthy choices. The school also offers parent seminars on teen health issues. The increase in vaping is a big issue. It is hard to spot kids who do vape. One positive note is students who are concerned that a friend is vaping feel comfortable talking to an adult about their concerns.
4. Provide students, teachers, and parents the tools, information, and experiences needed to make the transition from elementary to middle school. The council reviewed information that the elementary school provides. Evening information sessions for grade 5 parents are planned. Grade 5 move-up day will continue, HMS will open its doors to students a few days during the summer so children can visit the school to get more comfortable with their new environment.

Goals for the 2019-2020 School Improvement Plan include:

1. Develop and implement curriculum and programs to meet the new Massachusetts Civics Standards for grade eight. The council is looking at ways to use Project Based Learning and civics engagement. A grade 8 service project will be developed. HMS has had Civics Week for several years with a focus on understanding our government, not just visiting locations. This goal will incorporate professional development goals and will include collaboration with other districts.
2. Provide supports to aid in the enhancement of inclusion education and cooperative instruction. The new inclusion facilitator at HMS will work with teachers to make sure all kids can access the curriculum. She'll provide regular feedback. One issue that is being looked at is providing a time for regular education and special education teachers to collaborate and also to observe each other in the classroom.
3. Develop and implement supports to improve performance of students with disabilities on open response items on the grade eight STE MCAS. Science teachers will need professional development in teaching how to respond to open response questions. They will collaborate with high school teachers who are currently teaching it.
4. Expand and promote opportunities for parent and family engagement and involvement at HMS. Plans include improving communications, expanding Twitter presence, creating a HMS Facebook page similar to the HPS page. Coffee and conversations with the principal are being considered and well as a parent survey to see what parents want.

Kerry Ni inquired about implementation of the new scheduling models. Derek Smith said it would be for the second half of this school year. Hull and Marshfield have good models. They are thinking of a “flexible block” twice a week. The goal is not to take kids out of class. She also inquired when the Grade 5 to Grade 6 survey will be done? The goal is to do it this fall.

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To approve the School Improvement Plan for Hingham Middles School for 2019-2020.

Alison Janulewicz and David Riordan, Assistant Principals, spoke on “start with Hello.” During last week, administrators and teachers stood in front to greet the students. Many elementary principals joined in. There was a tie or tie-die day, Hingham Pride Day, Wakeup Kind Day where students wore pajamas; post-it note kindness messages for all students’ lockers. the students have really embraced the message and it has set a tone for the whole school year that we need to take care of each other.

Carlos Da Silva thanked them for the report and thanked all the HMS teachers who showed up for the meeting.

7.2 The Committee received a draft of the FY’21 Budget Calendar. John Ferris explained that FY’19 is about to be closed out. the Planning Meeting held on September 22, 2019 provided direction and focus for the development of the Fy21 budge. The plan is to roll out the budget to student services, principals, department directors, and the transportation and facilities departments in October. This first step is to get budget requests from all. The Long Range Planning Committee will meet to review capital requests in November. Carlos Da Silva asked that John Ferris describe the difference between Operating and Capital. John Ferris explained that there are three ways to receive financing: operating budget is for texts, personnel, energy and small maintenance items, the capital budget is for large ticket items and Town meeting articles are for large items like the high school clerestory windows. In November, the administration and Committee will start talking about capital and meet with the Capital Outlay Committee in January. John Ferris will compile all the operating budget requests in December. Workshops will begin in January. Each session will focus on different functions. There will then be a public budget hearing and a potential School Committee vote. He discussed a new item on the calendar – a walk-around on November 16, 2019 to show Board of Selectmen, Capital Outlay Committee our facilities. There was discussion about the need for a walk around. maybe a business meeting would be more advantageous. The calendar shows the timeline up to the annual Town Meeting. The warrant deadline is January 20, 2020. A potential article might be to move money from the insurance settlement for the East School flood back to the School Department, a five-year bus lease contract, or new windows at Plymouth River School. Carlos Da Silva asked that the December 11, 2019 date for the MSBA decision about funds for a new school be put on the calendar. George Danis, the representative from the Advisory Committee said the schedule looks fine and he is looking forward to working with the schools. John Ferris mentioned that there is a draft FY’21 Budget Guiding Principles document in the packet for the Committee to discuss and vote on at the next meeting.

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To approve the FY’21 Budget Calendar with the addition of December 11, 2019 for the MSBA decision about Foster School.

7.3 The Committee received notification of the Hingham Middle School overnight field trip to Quebec City on May 1 to May 3, 2020. This is an annual trip for students studying French.

- 7.4 The Committee received notification of the appointments of Stephenie O'Brien, Long Term Substitute teacher at South School, effective August 26, 2019; Gabrielle Parker, Accounting Assistant at Central, effective September 24, 2019; Nora McCormack, Math Tutor at HMS, effective September 23, 2019; Jeffrey Sewell, Teacher Assistant at Kids in Action, effective September 23, 2019; Kerry Thomas, Transition Room Coordinator at Hingham Middle School, effective September 23, 2019. September hire paraeducators are David Howie, Ashley O'Regan and Steven Sadowski at HHS, Nicole Cannon and Laura Barry at South School, and Jennifer Bleakney at Foster School. Carlos Da Silva welcomed all the new employees.
- 7.5 The Committee received notification of the advancement on the salary scale of Rebecca Cotton to M30, Step 5 as of September 1, 2019.
- 7.6 The Committee received notification of the resignations of Administrative Assistants Diane Robin Smith of PRS, effective October 8, 2019 and Christine White, HHS, effective September 13, 2019; paraeducators Alex Barber at HMS and Tara Toomey-Barry at South, both effective September 20, 2019.

**8. 48 Hour Items:** None

**9. Subcommittee and Project Reports**

East PTO: Nes Correnti will attend the meeting on October 9, 2019. School Council meetings will begin after the elections. The Hingham League of Women Voters donated a book to the school about civic participation.

Community Outreach: Nes Correnti reported that there will be two "Coffee and Conversation with the Superintendent" sessions – one on October 15<sup>th</sup> at the Community Center and a second one on October 17<sup>th</sup> at the School Department. Next meeting will be on October 23, 2019.

South School Council: Libby Lewiecki will attend the meeting on October 23, 2019. She asked if someone could cover the PTO meetings as they occur while she is working. Kerry Ni volunteered. Libby thanked her and asked her to report back to the Committee.

HEF: Libby Lewiecki reported that they had a wonderful coffee with guest speakers Jamie LaBillois and Katie Roberts who spoke about the computer science immersion over the last two years. She commended them for their fundraising goal of \$180,000 - \$1,000 for each school day.

PRS School Council: Ed Schreier will attend the first meeting on October 21, 2019.

Policy: Kerry Ni noted that there will be a meeting on October 8, 2019. They will discuss two items that were introduced at the MASC training session: a set of norms about how the members work together and changing some School Committee meetings to workshops. The workshop is a common practice in many districts and an opportunity to really delve into issues. It will be open but off camera.

Special Education: Kerry Ni shared that the subcommittee is working on goals. An update on initiatives was given by Suzanne Vinnes. Space concerns were addressed.

HMS School Council: Met last Thursday and will meet next on October 21, 2019.

HHS School Council: Carlos Da Silva attended the last meeting. They are looking for ways to expand the freshman advisory.

MASC/MASS Convention in November: Please let Pam King know if you are interested in going. Carlos Da Silva will ask the Chair to be assigned as a delegate in order to vote on resolutions. Please look at the resolutions and see if there are any that the School Committee would like to consider.

**9. Adjournment.**

On a motion by Kerry Ni and seconded by Nes Correnti,

It was

Voted: To adjourn at 8:27PM.

Respectfully Submitted By:  
Kerry Ni

Items Included in Packet:

[10-7-19 Agenda.pdf](#) 

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[10-7-19 Annotated Agenda for School Committ...](#) 

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[Item 2.1 9-22-19 Planning Meeting Minutes.pdf](#) 

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[Item 2.2 9-22-19 Unity Council Minutes.pdf](#) 

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[Item 2.3 9-23-19 Minutes.pdf](#) 

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[Item 2.4 9-30-19 MASC Workshop minutes.pdf](#) 

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[Item 4 Secondary Class Sizes Over 25 2019-20...](#) 

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[Item 4 10-1-19 Enrollment.pdf](#) 

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[Item 6.1 Proposed Revision to Policy 3.7.4 ORD...](#) 

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[Item 6.2 PROPOSED UPDATE TO 3.7.5 PUBLIC ...](#) 

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[Item 6.3 Homeless Policy 6.3a \(JML rev. 9.11.1...](#) 

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[Item 6.4 Foster Care Policy 6.3b \(JML rev. 9.11...](#) 

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[Item 6.5 ATHLETIC PARTICIPATION RESTRICTI...](#) 

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[Item 7.1 HMS School Improvement Plan 2019 -...](#) 

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[Item 7.2 FY 21 Draft Budget Calendar.pdf](#) 

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[Item 7.3 Quebec Field Trip.pdf](#) 

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[SC FYI Draft FY'21 Guidelines September Plann...](#) 

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